



## WAWG SUPPLEMENT 1

CAPR 62-2

1 November 2010

Safety

### MISHAP REPORTING AND INVESTIGATIONS

CAPR 62-2 including change 2, dated 7 October 2010, is supplemented as follows:

3a. Added. In the event of any mishap reportable under the provisions of CAPR 62-2, before making any computer entries online via the Mishap Reporting System, the unit or activity commander and/or the individual involved in the mishap shall IMMEDIATELY notify the Wing Safety Director, the Wing Commander, and the State Director CAP-USAF Liaison Office, in the following order:

- (1) Notify the Wing Safety Director, Maj George C. Minnich,  
at home (206) 824-7132, or cell (206) 972-5378
- (2) Notify the Wing Commander, Col David G. Lehman,  
at home (253) 631-3436, or cell (253) 347-0656
- (3) Or, in his unavailability, the Wing Vice Commander, Col Ted Tax,  
at home (425) 822-2416, or cell (206) 234-3108
- (4) During normal duty hours, notify the CAP-USAF State Director, James Nakauchi,  
at (253) 982-2413
- (5) During non-duty hours, notify the CAP-USAF State Director,  
at home (360) 413-9652 or cell (253) 310-6489
- (5a) Or, in his unavailability, the DET 8, CAP-USAF PLR/DO, MAJ James Grogan,  
at home (530) 432-2326 or cell (530) 300-3442.

3b. Added. Copies of this supplement shall be:

- (1) Retained on file with the following: Commander, Safety Officer, Deputy Commander for Seniors, Deputy Commander for Cadets, and Administration Officer for reference as needed.
- (2) Reviewed by the activity director and briefed to senior staff members participating in CAP activities of more than one day's duration. Supplement shall be maintained in the activity director's continuity book.
- (3) Retained in the vehicle information book in all CAP vehicles assigned to units within Washington Wing.
- (4) Retained in the Aircraft Information File (AIF) book in all aircraft assigned to units within Washington Wing.
- (5) The Safety Notification Procedures poster at attachment 1 will be posted in the unit bulletin board.

CAP members will be encouraged to carry a copy of the business card supplied by the Wing Safety Office with the above notification information printed on the reverse side.

3c. Added. All flight release officers (FRO), before authorizing a flight, shall verify that the pilot is familiar with the provisions of this supplement. The FRO will ask the pilot to verify that the current supplement is posted in the AIF.

3d. Added. Upon receipt of this supplement the unit commander shall return an e-mail, to the Wing Safety Director at [wawgse@wawg.cap.gov](mailto:wawgse@wawg.cap.gov) certifying receipt of this supplement and that it has been posted in the applicable locations listed in paragraph 3b.

Attachment:

1. Safety Notification Procedures

#### New Supplement

Supersedes: WAWG Suppl 1 to CAPR 62-2, dated 10 Apr 2010

Distribution: 1 ea Unit, Wing Website, PCR/SE, State Director

OPR: SE

Approved by: WAWG/CC

## WASHINGTON WING SAFETY NOTIFICATION PROCEDURES

THE FOLLOWING INDIVIDUALS NEED TO BE NOTIFIED  
IN THE EVENT OF A MISHAP OR ACCIDENT.

WING SAFETY DIRECTOR (MAJ GEORGE MINNICH)  
OR  
WING COMMANDER (COL DAVID LEHMAN)  
OR  
WING VICE COMMANDER (COL TED TAX)  
OR  
CAP-USAF STATE DIRECTOR (JAMES NAKAUCHI)

THE FOLLOWING UNIT MEMBERS HAVE THE  
CONTACT INFORMATION FOR THE ABOVE  
INDIVIDUALS

COMMANDER  
SAFETY OFFICER  
DEPUTY CMDR FOR SENIORS  
DEPUTY CMDR FOR CADETS  
ADMINISTRATIVE OFFICER